

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

TE – Establishment – APTES – Guidelines for transfers and postings of employees in Government Polytechnics – Orders – Issued.

HIGHER EDUCATION (TE.I) DEPARTMENT

G.O.Rt.No. 361

Dated: 01-06-2011.
Read the following:-

- 1.G.O.Ms.No.93, Finance (DCM-III) Deptt., Dt.14-05-2011.
- 2.From the CTE, Hyd., Lr.No.C1/7871/2011, Dt.20-05-2011..

>>>

ORDER:

In the reference first read above, orders have been issued for lifting of ban on transfers and postings of employees from 16-05-2011 to 15-06-2011. As per para 2(ii) of the said G.O first read above, separate guidelines are to be issued by Higher Education Department.

2. Government, after careful consideration of the proposal of the Commissioner of Technical Education, hereby issue the guidelines for transfers and postings of employees in Government Polytechnics as appended to this order.

3. The Commissioner of Technical Education, A.P., Hyderabad shall take necessary action accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

C.R.BISWAL
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Commissioner of Technical Education, A.P., Hyderabad.
The Accountant General, A.P., Hyderabad.
The Pay & Accounts Officer, Hyderabad.
The Director of Treasuries & Accounts, Hyderabad.
Copy to:
The Finance (W&M) Department.
The District Treasury Officer concerned.
The PS to M(TE)
The P.S to Prl. Secretary to Govt., H.E Deptt.
SF/Sc

//Forwarded: :By order//

SECTION OFFICER

GUIDELINES FOR TRANSFERS
IN TECHNICAL EDUCATION DEPARTMENT

I. Transfer counselling:

All Transfers will be made by way of Counselling as per the procedure indicated in G.O.Ms.No.93 Finance (DCM-III Department, Dt.14-05-2011)

II. Schedule of transfers:

The Commissioner of Technical Education will draw up a Schedule and communicate the same to the competent authorities for effecting transfers.

III. Criteria for transfers:

Both for Teaching and Non-Teaching

- a) Those who are going to retire before 30-06-2012 need not be shifted.
- b) If no women Teachers are available to work in Women Polytechnics, then male Teachers who are over and above 50 years age will be considered for posting to such Polytechnics.
- c) Persons working in against the post and completed two years of service at the same station need to be transferred invariably to regular post.
- d) While affecting Transfers and postings the provisions of G.O.Ms.No.610, G.A.(SPF.A) Dept. Dated 30-12-1985 need to be strictly adhered to and the ratios prescribed maintained.
- e) A Teacher nominated as Co-ordinator of a particular Skill Development Centre (SDC) need not be transferred for (5) years. If a Teacher nominated as Co-ordinator of SDC and working in another Government Polytechnic need to be transferred to the Skill Development Centre to which he/she is nominated.
- f) One Faculty associated with the activities of the SDC shall be given preference while considering request transfers.
- g) The Staff involved in monitoring the activities of Skill Development Centres in Head office also need not be shifted for (5) years as the project is to be executed effectively.

IV. Eligibility to apply for transfer:

Employees who have put in two years of service in a place as on 15-05-2011 will only be eligible to apply for transfer.

V. Entitlement of points:

The points as follows will be awarded to the Employees who apply for transfers:

Contd...2/p.

a) Stay in the Present station located in the following areas as on 15-05-2011:-

For stay in Area of:

- (i) Category III (10% HRA) : 5 points per every year of stay.
- (ii) Category II (20 % HRA) : 3 points per every year of stay.
- (iii) Category I (30% HRA) : 1 point per every year of stay.

b) For entire service: 1 point for every Five (5) years of service since appointment.

c) Special categories:

- i) Single Woman : 10 Points.
- ii) Physically handicapped
 - a) 40%-60% : 5 Points
 - b) More than 60% : 8 points
- iii) The Employees who are now suffering from the following diseases. : 5 Points
 - (a) Cancer.
 - (b) Heart Operation.
 - (c) Neuro-Surgery
 - (d) Bone T.B.
 - (e) Kidney Transplantation.
- iv) (a) Applicants with dependant children who are mentally retarded and are under treatment. : 5 points
- (b) Applicants with dependant children suffering : 5 points
 - Juvenile Diabetes and children suffering from
 - Holes in the Heart by birth and are under
 - medical Treatment available only at specified
 - places to which they are seeking transfers

Note 1: For this purpose, a copy of the certificate issued by the competent authority i.e., District Medical Board / State Medical Board may be enclosed for consideration.

- v) Spouse employment : 10 Points

d) Performance Parameters (only for teaching staff):

- 1) Technical Paper Presentation/Publication at International/National Level:
 - A. Per each Technical Paper at International Level : 10 Points
 - B. Per each Technical Paper at National Level : 5 Points

Note: Only the Technical Papers Presented / Published after 16-4-2010 will be taken into consideration.

2) Additional Responsibilities held:

- | | |
|-----------------------------|-------------|
| A. Deputy Warden for Hostel | : 5 Points. |
| B. Placement Officer | : 2 Points |
| C. Students Advisor | : 2 Points |
| D. NCC Officer | : 5 points |
| E. NSS Programming Officer | : 5 Points |

- 3) Best Teacher Award : 5 Points
(Received on 5th September, 2010)

Note 1: The teacher who furnishes false information and Principal who attests it may be liable for disciplinary action and for falsification of records apart from being transferred to category III Area vacancies.

Note 2: The Commissioner of Technical Education may well in advance finalize the Application, checklist proforma accordingly.

VI. Preference:

After adding points earned under relevant parameters, staff members will be arranged in the descending order of total points earned. Options given by persons having highest points will be considered first for their transfer and followed by second in the list and so on.

If two candidates get the same total number of points, preference will be given to the applicant who has put in longest stay in a particular station subject to the employee not having charges pending against him/her.

VII. Punishment for furnishing false Information:

Anybody who has submitted false information and certificates, and the officers, who have countersigned such false information, may be liable for disciplinary action, as per rules.

C.R.BISWAL
PRINCIPAL SECRETARY TO GOVERNMENT

//Forwarded: :By order//

SECTION OFFICER